

DUE PROCESS INTERVIEW QUESTIONS TO BE ASKED PRIOR TO  
DETERMINATION HEARINGS
 DEFENDANT'S  
EXHIBIT  
30  
 PENDING 800-431-6369

Employee Name <b>Nancy C. Martin</b>	Employee SSN [REDACTED]	Employee Department <b>Judicial</b>
Employee Job Title <b>Court Administrator</b>	Hearing Time <b>4:00PM</b>	Date of Hearing <b>10-13-04</b>

INSTRUCTIONS: With the tape recorder on and recording, the following questions are to be asked directly of the employee for whom the determination hearing is being held. These questions are to be asked prior to proceeding with the hearing.

YES	NO	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1. Do you acknowledge that you were notified at least 24 hours in advance of this determination hearing?
<input type="checkbox"/>	<input checked="" type="checkbox"/>	2. Do you have any specific questions regarding this procedure?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	3. Do you understand this is not an adversarial hearing? This means there is no cross examination of witnesses or calling of witnesses to testify?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	4. Do you understand that you do not have to reply to these charges?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	5. Do you understand you have the right to reply orally and/or in writing to these charges?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	6. Do you understand you have had a reasonable opportunity within the past 24 hours to reply in writing or submit sworn affidavits in reply to the charges if you so elected?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	7. Do you have a written statement or sworn affidavits you wish to submit in response to the charges? <i>Attached</i>
<input type="checkbox"/>	<input checked="" type="checkbox"/>	8. Do you have any reason at this time why this hearing should not proceed?

☐ The employee failed to appear for this determination hearing on the date and at the time scheduled.

☒ The employee was present and responded as shown to the above questions.

Signature of Personnel Department Staff: Martha McLain

In the space below or on the back of this form, list the name(s), title(s) and reason(s) for the presence of all others present during this hearing.

Judge Jordan  
Michelle Sellers, Administrative Asst to Judge  
Jim Martin, Nancy's husband  
Elston Jones, EEO officer

Tape No. CD 04-05